

# City of Brisbane

## Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: New Brisbane Library Presentation

DATE: November 3, 2016

### **City Council Goals:**

To design infrastructure and public facilities to be efficient, cost effective and to contribute to the cohesion and character of the community. (#2)

### **Purpose:**

To afford Council the opportunity to review the new library design at the schematic design phase, as required in the previously executed agreement for professional services with the architect. Council's approval will allow the architect to continue to the next phase, design development, which will result in a 75% complete design.

### **Recommendation:**

Receive presentation by Siegel & Strain on current status of library design, and provide any guidance deemed necessary and appropriate.

### **Background:**

The City Manager forwarded an extensive status update (2-page email with 33-pages of attachments) to the City Council on July 25, 2016. The notes in italics below are taken from that email. The attachments to that communication are not included in this staff report to avoid any confusion relative to areas that have evolved since July and are now slightly different than depicted then.

*City Council provided input on the selection process for the designer (A-E) at its 4/21/15 meeting. On 5/21/15, the Council formally established the ad-hoc Library Planning Stakeholder Group (LPSG).*

*As Letters of Interest were being received from A-E firms, staff developed a complete Request for Proposals (RFP) based on input received from the Facilities Subcommittee and the full Council.*

*After the A-E firms were short-listed and the RFP was published, the LPSG subsequently met with each of the short-listed A-E firms, reviewed the proposals submitted, and met in person with each firm to discuss their proposal. Based on the LPSG and staff's recommendation, Council then approved award of an agreement with Siegel & Strain for design of the new library.*

*The final scope of services and schedule approved by the Council included a number of items that may be pertinent to recall:*

*Concept Design Phase (15%-25% complete):*

- *Individual information interviews with all LPSG members*
- *Programming meetings with San Mateo County Library (SMCL) staff*
- *Internal agencies meeting (Planning, Building, Fire, Public Works)*
- *All-hands review team meeting (LPSG, SMCL, city staff)*
- *Public outreach meetings (1 scheduled for 6 PM 8/25/16, and a booth for the architects is reserved for Day In The Park) [Both outreach meetings were held as scheduled.]*

*In addition to dealing with the complexities involved in balancing the community's desires identified by the LPSG, the operator's desires identified by SMCL, and code requirements identified by staff, the architect has also been incorporating those required items identified in the request for Letters of Interest, the RFP and the Agreement, specifically including a programmed space for archiving and display of community artifacts, and a rainwater catchment system.*

*These highlighted notes seem important, because the Agreement established a schedule where most of the initial design and "heavy lifting" for input will be completed before the project is first formally presented to Council during the Schematic Design Phase (35%-50% complete).*

*With the Council presentation tentatively scheduled for 10/20/16, I'm including the following as attachments so the Council can have an advance idea of the design:*

- *Concept Design Meeting Notes from the 7/13/16 all-hands meeting*
- *Concept Design Drawings (including weather, wind, sun patterns that influenced the building orientation)*
- *Furniture Study for the Community room (reflecting possible layouts for identified uses)*
- *Program Areas (reflecting square footage assigned to delivery programs identified by SMCL)*
- *Rainwater Harvesting System*

**Discussion:**

The community has generally been overwhelmingly in favor and supportive of the new design. The one community question that does occasionally arise is for what purpose the existing library space will be reprogrammed once the new library has been built. Council has previously acknowledged this question, and deferred review of that issue for a later date.

The incorporation of public art into the design has developed significantly over the last few months, and staff anticipates presenting a request for proposals for same to Council in December.

One area of design that has been questioned by two Councilmembers is the need and desirability of the space presently programmed as a history/archives room. Inclusion of this space in the design occurred at Council's request<sup>1</sup>, and with Council suggestions<sup>2</sup> on its uses.

The library's current program satisfies all of the space needs identified in the San Mateo County Library "Brisbane Library Building Program", and also incorporates the history/archives room. The architect notes that the walls at the east and west ends of this room provide lateral stiffening for the overall building. Should this Council decide to eliminate programming for the history/archives room, staff and the architect suggest retaining the room and reprogramming it for some other purpose, to avoid the re-engineering effort and likely higher construction cost to provide the necessary seismic design components. SMCL staff highly recommend that if a revision is made to the space, the room be reprogrammed into one or two small study areas that could be used for tutoring, small group study, or small meetings.

Of the non-SMCL staff members on the working group, all but one voted to reprogram the area if that is Council's desire. The one member voting to remove the room entirely noted that reprogramming the area into quiet study areas would be fine if the walls are indeed structurally desirable/necessary.


The City Council's History Subcommittee will meet on 11/2/16 to develop their recommendation to the full Council as to whether the history/archive room programming should be retained or deleted.

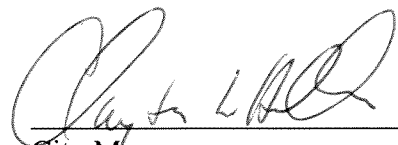
**Fiscal Impact:**

The funding plan for the library was addressed with Council at its February 5, 2015 meeting. Without knowing in advance what guidance Council might be provide, it is unclear if this guidance could change the scope of the architect's services or the ultimate construction cost of the building.

**Measure of Success**

Guidance provided to the architect and staff that allows the design of the new library to continue.

  
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Director of Public Works/City Engineer

  
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City Manager

<sup>1</sup> See 2/5/15 Council discussion on New Business Item F, "Consider Library Planning Site Section and Funding concept, and consider directing staff to hire a design architect".

<sup>2</sup> See 4/2/15 Council discussion on New Business Item A, "Consider selection process and funding for architectural services for a proposed new library project and creation of a Library Planning Stakeholder Group".